

**Snake River School Board of Trustees  
Held at the Snake River District Office  
103 South 900 West, Blackfoot, Idaho 83221  
Wednesday, June 15, 2016**

**1. WELCOME AND ROLL CALL**

Chairman Kent Miller called the meeting to order at 7:00 p.m. Board members present were Chairman Kent Miller, Bill Martin, Carol Hepworth, Kim Kunz and Annis Williams. Also attending was Superintendent David Kerns, Chris Nelson, Business Manager, and Board Clerk Terisa Coombs.

**2. PRAYER OR PLEDGE OF ALLEGIANCE**

Carol Hepworth opened the meeting with the Pledge of Allegiance.

**3. APPROVAL OF AGENDA**

A motion was made by Carol Hepworth and seconded by Kim Kunz to approve the agenda as presented. All board members present voted aye. Motion passed 5-0.

**4. CONSENT AGENDA**

Minutes: Regular Meeting of May 18, 2016 and May 31, 2016.

Resignations: Jeff Dalley, High School PE Teacher and Head Football Coach; Dallin Peterson, High School Social Studies Teacher.

New Hires: Heather Hale, Rockford Paraprofessional.

Budget Report, Payroll, & Claims Payable for May 2016.

Disposal of Property: Sale of Buses per Bid Opening of June 7, 2016. The following bids were received for the sale of two 71-passenger buses, years 2000 and 2005: Clay Roselle for \$861.01 and \$761.01; Holst Trucking and Auto Wrecking for \$2157.50 and \$2757.50; Daniel Hanson, a total of \$1517.00 for both; and Interstate Bus Sales, Inc. for \$699.99 and \$1489.99.

A motion was made by Bill Martin and seconded by Kim Kunz to approve the Consent Agenda as presented with the bid for the sale of the 71-passenger 2000 bus going to Holst Trucking and Auto Wrecking for \$2157.50 and for the sale of the 71-passenger 2005 bus going to Holst Trucking and Auto Wrecking for \$2757.50. All board members present voted aye. Motion passed 5-0.

**5. PATRON FORUM**

There were no comments at this time.

**6. BUDGET HEARING**

Business Manager Chris Nelson presented the proposed 2016-2017 district budget (see attached budget handout). Mrs. Nelson explained that when a budget is formulated, the first thing determined is a projection of next year's enrollment and also this year's attendance. Mrs. Nelson also discussed some of the changes from the current budget year to next year. There is an 8% increase in carryover and an 8% increase in state support. There is a 13% decrease in the Guidance Program and an 86% increase in the Ancillary Program. The increase is attributed to the 75% of the Special Education Director salary being moved from the Guidance Program to the Ancillary Program as well as the addition of a part-time Speech-Language Pathologist. There will be a 15% decrease in administration salaries and a 14% decrease in administration benefits because of the decrease from 7 to 5 principals. The Technology Budget will see a 67% increase to help plan for the possible e-rate payments. From the building maintenance fund, there is a reallocation of liability insurance to board expense. There is a 33% increase in non-reimbursable transportation because of the reinstatement of junior high sports. The gain of revenue over expenses was \$183,257 which went into contingency reserve. The supplemental levy allowed the district to budget 5% contingency.

Annis Williams moved and Carol Hepworth seconded to approve the proposed 2016-17 Maintenance and Operations budget as presented, to approve the proposed 3% increase to the administrative salary rubric, 3% increase to the classified salary schedule, and the proposed increase for exempt employees. All board members present voted aye. Motion passed 5-0.

**7. PROPERTY AND LIABILITY INSURANCE**

Superintendent Kerns discussed property and liability insurance. The district received two proposals from insurance companies interested in handling the district's property and liability insurance, Moreton and Company and HUB International. After doing extensive research of the two proposals, Superintendent Kerns discussed the similarities and differences in the two bids. He recommended that Moreton and Company handle the district's property and liability insurance. Discussion held.

A motion was made by Carol Hepworth and seconded by Annis Williams to approve Moreton and Company to manage the property and liability insurance for the 2016-17 year in the amount of \$60,527.00. All board members present voted aye. Motion passed 5-0.

**8. DISTRICT NETWORK UPGRADE**

Steve Schellenberg discussed the district network upgrade bidding process. Two bids were received and scored by a committee consisting of Steve Schellenberg, Larry Seymour, Carol Hepworth, and Superintendent Kerns. Mr. Schellenberg and the

(Continued...)

**DISTRICT NETWORK UPGRADE (Continued)**

committee recommended that the award be given to Tek-Hut of Twin Falls based upon the results of scores of the submitted bids. Discussion was held. Mr. Martin asked if it was more cost effective to have Tek-Hut install the equipment or having the district do it and Mrs. Hepworth answered that it would be so much cheaper to have Tek-Hut do the installation.

**Kim Kunz moved and Bill Martin seconded the award of the district network upgrade bid to Tek-Hut of Twin Falls in the full amount of \$213,550 for a cost to the district of roughly \$66,000. All board members present voted aye. Motion passed 5-0.**

**9. DISTRICT CALENDAR CHANGE**

Superintendent Kerns recommended changes to the calendar. In negotiations with the SREA, both parties agreed to change in-service days from 10 half days to 5 full days (August 26, 2016; September 16, 2016; October 14, 2016; January 13, 2017; and February 10, 2017). Also, the Idaho SAT Day in April has changed from the 19<sup>th</sup> to the 5<sup>th</sup>.

**A motion was made by Annis Williams and seconded by Bill Martin to amend the district's 2016-17 calendar with the proposed changes as presented. All board members present voted aye. Motion passed 5-0.**

**10. DECLARE AREAS OF NEED**

The district has hired teachers who did not have appropriate endorsement requirements met. Every effort was made to advertise and interview for candidates to fill these positions. Also, a couple of renewals are needed. Chairman Miller would like a breakdown at the next board meeting of alternate authorizations within the last two years, how many have been requested, who received them, and how they are progressing.

- a. **Fourth Grade Teacher:** The district hired Rebekah Kelly as a Fourth Grade Teacher. She is currently working on an alternate route to get certified (ABCTE). There were three applications received but the applicants were either not appropriately certified or got other jobs. The board needs to approve the requests for an alternate authorization for Rebekah Kelly who should receive a clear credential in August or September 2016.

**Bill Martin moved and Annis Williams seconded to declare that an area of need exists to hire a Fourth Grade Teacher and approve the request for an Alternative Authorization for Rebekah Kelly who should receive a clear credential in August 2016. All board members present voted aye. Motion passed 5-0.**

- b. **High School Art Teacher:** The district has a need for a high school art teacher. There were three applications turned in for this position, none with teacher certification. Tim Goodworth, has a master's degree and will begin taking education classes at ISU. The board needs to approve the request for an alternate authorization to allow him to begin teaching while he is taking classes.

**Kim Kunz moved and Carol Hepworth seconded to declare that an area of need exists to hire a high school Art Teacher and approve the request for an Alternative Authorization for Tim Goodworth. All board members present voted aye. Motion passed 5-0.**

- c. **High School/ Jr. High Drama Teacher:** The district hired Jana McBride as a part-time drama teacher last year. There were no applicants for this position. Jana McBride, our current all-school Musical Director, has a bachelor's degree and is taking an accelerated program at ISU. The board needs to approve the request for a renewal of the alternate authorization to allow her to continue teaching while she is finishing up her classes.

**Annis Williams moved and Bill Martin seconded to declare that an area of need exists to approve the request for a renewal of an Alternative Authorization for Jana McBride who should receive a clear credential in January 2017. All board members present voted aye. Motion passed 5-0.**

- d. **Library Director:** Lorrie Surerus is finishing up her classes to add a Library Media Specialist endorsement to her Idaho teaching certificate. Mrs. Surerus has agreed to pursue the needed credits and will be applying for a renewal of the Alternate Authorization-Teacher to New Certification/Endorsement. This requires the board to declare that an area of need exists for this position.

**Bill Martin moved and Kim Kunz seconded to declare that an area of need exists for a Library Director and to approve the request for a renewal of an Alternate Authorization to add the Library Director endorsement to Mrs. Lorrie Surerus certificate. All board members present voted aye. Motion passed 5-0.**

**11. JR. HIGH CROSS COUNTRY TEAM**

During the negotiation process, the junior high cross country coaching stipend was overlooked. Administration would like to add the junior high cross country team to the list of approved activities. A fee hearing and approval of the activity will be done at the regular board meeting July. Superintendent Kerns discussed the background to the junior high cross-country program. Neil Hillman thanked the board for reinstating the stipends for the junior high activities and for adding the cross-country team to the list of approved activities.

**12. PUNCH CARD PASS**

Superintendent Kerns and the board discussed the punch card pass that is used at the high school for sporting events. Last year 50 passes were sold. Each pass was sold at a discounted price of \$80 with 20 passes (\$100 value). The board asked if Athletic Director Bob Coombs if any money was lost and he said that there was a \$1000 loss but it is hard to gauge. The board feels that the community is happy with the punch pass and wants to continue offering the punch passes. The IHSAA has increased the price of an adult ticket from \$5 to \$6 for the coming 2016-17 school year and therefore the price of the punch pass will increase from \$80 to \$100 (\$120 value).

**13. UPCOMING EVENTS**

- a. The next Board Meeting (Annual Meeting) will be July 20, 2016.
- b. Summer Leadership Institute will be July 21, 2016 in Rigby.
- c. ISBA Resolutions are due July 31, 2016.

**14. POLICY DISCUSSION (OUTSIDE EMPLOYMENT)**

Chairman Miller and the SREA had an open discussion on the proposed Outside Employment policy. Jon Hawkes presented a crossover between this policy and policy 3010, "Code of Ethics for Certificated Employees." Chairman Miller explained that the Outside Employment policy is basically an administrative procedure with a form that an employee must fill out if he/she has outside employment. The SREA feels that the logistics of the Outside Employment policy are already addressed in policy 3010, "Code of Ethics for Certificated Employees" and that it isn't necessary to have this policy. He feels that it would be unfair for the district to tell employees what they can and cannot do in noncontract hours. If the board feels it necessary to have this policy, Mr. Hawkes would like to have all of the italics and the form removed. Superintendent Kerns asked Mr. Hawkes what the SREA's stand would be on having it made mandatory that the administrators know if certificated employees have outside employment. Mr. Hawks would like to have more discussion on that in the future. Chairman Miller wanted to make sure that he didn't want to manage the option of outside employment and what employees do on non-contracted time. He wanted to make sure there is not a conflict of interest. An extensive discussion was held between the SREA and the board and after discussion, the decision was made to table the policy indefinitely.

**15. POLICY READINGS**

**SECOND READING:**

**Policy 2370, "Policy Development, Adoption, and Review"** This policy is updated. The additions are in green on the second page (Under Absence of Policy). At the last board meeting, the words "after consultation of the board when practical" were added to the end of the first sentence under the Absence of Policy heading.

**Annis Williams moved and Kim Kunz seconded to approve the second reading of Policy 2370, "Policy Development, Adoption, and Review." All board members present voted aye. Motion passed 5-0.**

**FIRST READING:**

**Policy 7380, "Working Hours"** This policy is updated to coincide with the changes made during negotiations changing from 10 half days to 5 full in-service days.

**Policy 8111, High School/Jr. High Attendance Policy."** The Jr. High requested that they be removed from Policy 8111, "High School/Jr. High Attendance Policy" and be added back to Policy 8110, "Attendance Policy, Grades K-6. After discussion was held, the board wanted more information as to why the junior high would like to change from policy 8111 to 8110 and the changes to this policy will be tabled until Principal Salmon can present his case.

**Policy 8201, "High School Extracurricular Academic Eligibility"** Athletic Director Robert Coombs discussed what he feels are some needed changes to this policy including changing having a student pass 5 out of 7 classes instead of 6 out of 7 and also adding eligibility requirements for those students who are taking online classes. Discussion was held on academic eligibility and how the changes in requirements will help those students who are taking online classes and help them be able to participate in extracurricular activities.

**Kim Kunz moved and Bill Martin seconded to approve the first reading of Policy 7380, "Working Hours," to table Policy 8111, "High School/Jr. High Attendance Policy," and approve Policy 8201, "High School Extracurricular Academic Eligibility." All board members present voted aye. Motion passed 5-0.**

**16. EXECUTIVE SESSION**

**Under Idaho Code 74-206 (1b), Personnel, Bill Martin moved and Carol Hepworth seconded to go into Executive Session. A roll call vote was taken: Annis Williams, aye; Bill Martin, aye; Kim Kunz, aye; Carol Hepworth aye; and Kent Miller, aye. Motion passed 5-0.**

The board went into Executive Session at 8:50 p.m. Also attending were Superintendent David Kerns and Board Clerk Terisa Coombs.

At 8:50 p.m., Athletic Director Bob Coombs entered executive session. Personnel issues were discussed. At 9:25 p.m., Bob Coombs left executive session.

At 9:25 p.m., Personnel issues were discussed until 9:45 p.m.

**17. RETURN TO REGULAR SESSION**

**Kim Kunz moved and Carol Hepworth seconded to return to Regular Session. All board members present voted aye. Motion passed 5-0.**

The board returned to Regular Session at 9:45 p.m.

**18. ADJOURN**

**Annis Williams moved to Adjourn.**

The meeting was adjourned at 10:07 p.m.

ATTEST:

Alisa Coombs  
Clerk

Bill Martini  
Chairman

7-20-16  
Date